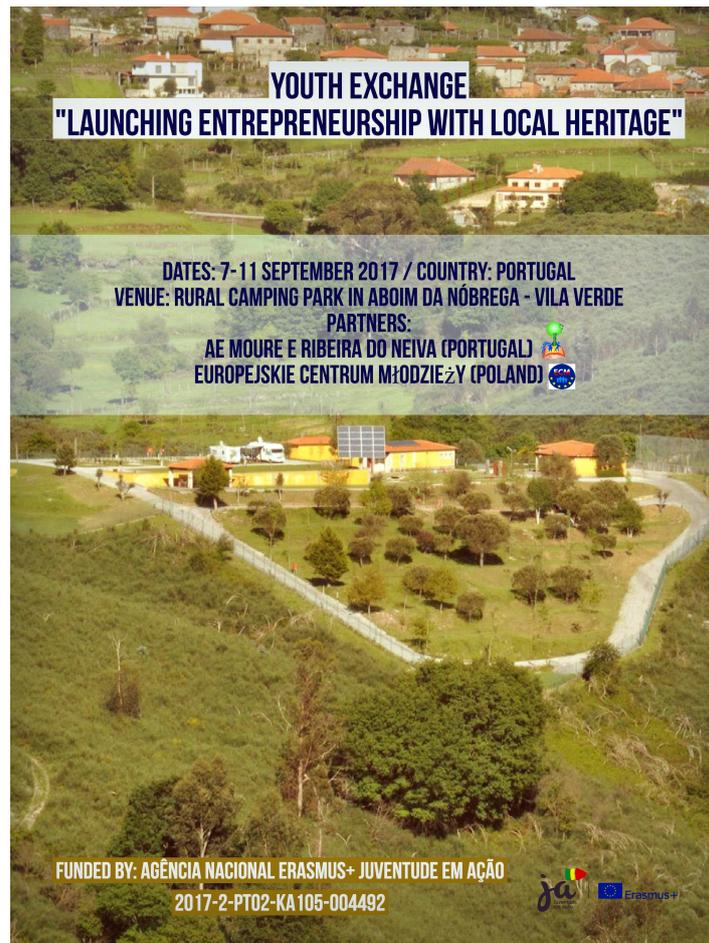


# INFOPACK

## "Launching entrepreneurship with local heritage"



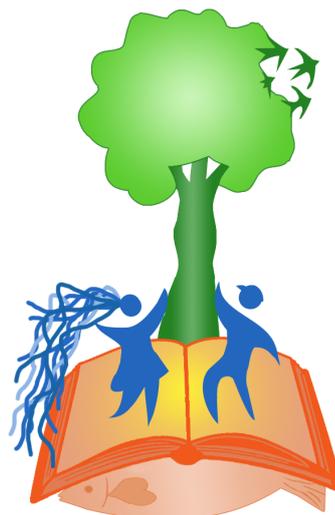
The aim of this project is to support the young people in discovering their sense of initiative and entrepreneurship (using non-formal methodologies) and to help them analyse their local context and cultural heritage better in order to find ideas that, through innovative techniques, can be transformed into business ideas. This project aims a bilateral international exchange with 2 exchange activities during 5 days (excluding travel days). Both exchanges will gather 48 young people (age 14-16) from Portugal and Poland, through non-formal and informal activities (such as workshops, team building, ice-breakers, role games, visits, teamwork). They will have the possibility to share and debate the situation of their community and to become better aware of business models from other parts of Europe. They will have the possibility to improve their skills and to gain new ones in an international environment through non-formal learning methods, and then, hopefully, to apply all the knowledge and learnt skills in their local communities.

## HOSTING ORGANIZATION

Agrupamento de Escolas de Moure e Ribeira do Neiva

Contact person: Paulo Antunes

E-mail: [pauloantunes@aemoure.edu.pt](mailto:pauloantunes@aemoure.edu.pt)



## PARTNER

Europejskie Centrum Młodzieży

Contact person: Adrianna Gabrylczyk

E-mail: [adrianna.gabrylczyk@ecm.edu.pl](mailto:adrianna.gabrylczyk@ecm.edu.pl)



## PROJECT'S BACKGROUND

The project was born with the initiative of young people from Portugal and Poland who reported the need to create such a project. They observed such a problem while discussing current issues within European Club in Portugal and Young Entrepreneur Club in ECM. Nowadays, unemployment is one of the major problems of young people all over Europe and has reached alarming rates. Fight against it has become one of the most important priorities. It is only necessary as the labour markets in the EU countries become more and more connected. However, not only the strategies and tools used for tackling the unemployment have to be accessed from the European point of view, but also the young people and recently graduates have to look at their situation with a wider perspective and include the European dimension to their life plans. The level of youth unemployment in the EU has an average of 18,4% but in some countries, as Portugal, it reaches an alarming level with almost 30% of young population unemployed. Entrepreneurship can be seen as a possible solution to this situation, giving the opportunity for the young people to set up their own businesses and to generate employment and self-employment.

## PROJECT'S CALENDAR

### 1. 1 August – 31 August 2017:

A- The drafting and signing of the Partnership Agreement between the coordinator and promoters of this project. This agreement will contain the financial aspect of the project, and also will define the responsibilities of each partner. Also the organizations are encouraged in finding a group leader.

B- Visibility activities, selection and preparation of participants. Also this period will be used to select the best means of transport and plan the travel from Poland to Portugal.

C- Preparation and management - several online meeting (2 leaders + 2 representatives of the Youth Clubs per country)

### 2. 1 August – 5 September 2017:

The participants will search for examples of youth entrepreneurship in their local communities (more on that aspect after the start of the project)

### 3. 7 – 11 September 2017:

Project's mobility (Activity 1 - 5 days). 6 September is the arrival day and 12 September the departure day. The venue is located in a mountain camp site (<https://www.facebook.com/parquecampismo.aboimdanobrega/>), close to Vila Verde ( the city of our organization) with benefits for the community of Aboim da Nóbrega: Young rural people taking part in international activities or organising a youth exchange in their village always 'educate' their rural community too. Will help to break stereotypes and prejudice in the countryside. Will make their fellow inhabitants curious about other countries and cultures, and the international youth activity is like a 'window on the world' for this rural community. This rural community will profits from this exchange (something is actually happening in your village!) and often takes the opportunity to forge a permanent partnership (e.g. town twinning) in different sectors or with different NGOs. We will involve the local community as a working method in international youth projects, through cooperation with local associations, stakeholders, visits to local projects, joining our cultural programme activities, etc. We will break people's stereotype and can show that there are also many other opportunities, including international ones, for rural youth, such as international youth exchanges, seminars, training courses, internships and volunteer programmes.

### 4. 13 September – 31 October 2017:

Intermediate Evaluation & Results of the project.

### 5. 1 November 2017– 31 January 2018:

A-Visibility activities and selection and preparation of participants. Also this period will be used to select the best means of transport and plan the travel from Portugal to Poland.

B- Preparation and management - similar than the previous 1C point.

**6. 12 –16 February 2018:**

Project's mobility (Activity 2 - 5 days). 11 February is the arrival day and 17 February the departure day. The venue is located in ECM headquarters ([www.mloda.europa.eu](http://www.mloda.europa.eu)), in Lodz ( the city of our organization) with similar benefits for the local community.

**7. 18 February– 30 April 2018:**

Final Results of the project - The mobility, a Brochure with ways of launching entrepreneurship with local heritage, a CD with activities from the exchange, a small guide on non-formal methods used for youth entrepreneurship.

**8. 18 February – during 2018:**

Dissemination of project's results

**9. 1 January – 30 April 2018:**

Follow up and sustainability - 2 Public conferences, both in Portuguese and Polish organizations with invited partners, organizations at local/regional & nacional level, other stakeholders, youngsters,...to present project results, acting as a dissemination & multiplier event.

**10. May 2018:**

Final Report

**ACTIVITIES AND METHODOLOGY**

All the exchange will be done through the methods of non-formal education. The activities will be for example brain storming's, plenary discussions, simulations, role plays, team building, energizers, ice breakers and many others and therefore we expect to actively involve the participants in the diverse working moments, sharing opinions, cooperating amongst themselves and learning from each. We want to simulated various cases and showed on them the reality, from which we can learn from. Through team building games participants can learn how to work in team and how to better communicate and present themselves, respect rules etc. Through the simulation games youngsters can also learn how to solve problems and take the useful information from the others. Simulation games can also improve other skills which can youth use during applying for a new job as a presentation skills, better memorization and so. These methods were selected due to their efficiency and the fact that they fit the objectives and goal set for this project. The main framework of methodology will be "learning by doing" and within it we will encompass all activities in order to create an interesting, innovative, creative and productive learning environment. During project's implementation we will also promote the communication between youngsters and local decision makers as a key tool for active citizenship.

## INTERCULTURAL EVENINGS

The intercultural dimension of any international project it is very important, as it is a great opportunity for you to present your country, your national food and drinks, traditions and so on, but also your way to be, your lifestyle, your way to communicate, etc.

As you already know, in specific days, between 21:00 and 23:00, we will have intercultural evenings. So, for this one each night, one national group will be responsible to prepare an activity (games, thematic parties, etc.) in which you will also present your country, your national food and drinks, dances, etc.

## WEEK TIMETABLE

### Erasmus+ KA105 - Launching entrepreneurship with local heritage WEEK TIMETABLE

**PORTUGAL**

**DATES: 6 - 12 September**



	<b>Wednesday-6</b>	<b>Thursday-7</b>	<b>Friday-8</b>	<b>Saturday-9</b>	<b>Sunday-10</b>	<b>Monday-11</b>	<b>Tuesday-12</b>
<b>08:00</b>		Waking-up	Waking-up	Waking-up	Waking-up	Waking-up	Waking-up
<b>08:30</b>		BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST
<b>09:00</b>		Warming-up activities	Portuguese way to Santiago walking	Warming-up activities	Warming-up activities	Warming-up activities	Groups departure
<b>10:00</b>		Reception in Vila Verde town hall		Discussion: "What about successful youth?"	Fojo do Lobo rail	Photography editing and exhibition preparation	
<b>11:00</b>		Entrepreneurship & cultural heritage - discussion with specialists					
<b>12:00</b>	12:20 - Polish group arrival (APT Porto)	Walking in Vila Verde		Free time			
<b>13:00</b>							
<b>13:30</b>	Polish group lunch in Porto	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	
<b>14:00</b>		Photography workshop	Visit to Casa do Povo de Ribeira do Neiva	Visit to linen Museum	Visit to Aboim da Nóbrega	Evaluation of the exchange; Leaders filling-in questionnaires of the Mobility tool; "Youthpass" awarding ceremony	
<b>15:00</b>			Activities in Sports and Recreation Group (Ribeira do Neiva)				
<b>16:00</b>	Meeting Point in Moure with Portuguese group	Visit to Aliança Artesanal		Canoeing workshop	Free time	Reviewing the day	Reviewing the day
<b>17:00</b>	Project kick-off in the camping park						
<b>18:00</b>	Work plan presentation				Reviewing the day		
<b>19:00</b>	DINNER	Reviewing the day	Reviewing the day	Reviewing the day	DINNER	DINNER	
<b>20:00</b>	Free time	DINNER	DINNER	DINNER	Free time	Free time	
<b>21:00-23:00</b>	Ice - breaking activities	Ice - breaking activities	Ice - breaking activities	Intercultural evening - Portugal leading	Intercultural evening - Poland leading	Farewell evening with local community	
<b>23:59</b>	Sleeping time	Sleeping time	Sleeping time	Sleeping time	Sleeping time	Sleeping time	

## **PARTICIPANTS' PROFILE**

Number of participants: Every each partner will be represented during the youth exchange by 12 participants and 2 group leaders.

Participants age: 14 - 16 years old. The group leader have to be older than 18 years old.

Gender equality: It is important that in the participants' selection process to take into consideration also the gender equality criteria (it is recommended that your group of young participants to be composed by 6 girls and 6 boys + 2 team leaders).

Young people with fewer opportunities: Taking in consideration that Erasmus+ is a program that develop opportunities for young people, this project it is a good opportunity for you to involve also the young people with fewer opportunities from your own community.

Participants background: The 12 participants from every each group should be young people interested in the project's topics, motivated to participate in the young exchange by the learning process and also opened to get involved in the dissemination activities.

We are looking forward to meet positive and involved people!

## **GROUP LEADERS' PROFILE**

The group leaders must be youth workers (volunteers coordinators, facilitators, trainers, etc.) in your organization. They have to be older than 18 years old, with experience in youth working and as a group leader.

Recommended group leaders profile:

- Has interpersonal and communication abilities;
- Has a strategic thinking and is focused on results thinking;
- Has a positive and supporting attitude;
- Has Team spirit;
- Pays attention to details and promotes a positive attitude among the participants;
- Has coordinating, planning and organizing abilities;
- Has English speaking skills (at least medium level);
- Has experience in volunteering, non-formal education and youth working;
- Is a good mediator;
- Has facilitating abilities;
- Has evaluating abilities.

## **PARTICIPANTS' SELECTION**

Every each partner organization it is in charge with the selection of its participants. We, AE Moure e Ribeira do Neiva, as the hosting association, will help you (if needed) in the selection process.

We highly recommend you that in the selection process to take into consideration the following aspects:

- candidates' learning needs (how this project can solve their needs);
- their learning objectives (how this project meets their learning objectives);
- their expected learning outcomes (if the project meets them), age (14-16 years old for the young participants and 18+ for the group leader);
- gender (to ensure the gender balance within the group), motivation (their motivation to participate);
- their disponibility to participate in the youth exchange (it is mandatory that the participants to actively participate during all the youth exchange activity days);
- and after, in the dissemination activities;
- their special needs (young people with fewer priorities), etc.

Of course, you can have your own criteria, but please do not forget to take into consideration the participants needed profile.

We also include in this infopack the links of the application form for the participants (and one for the group leaders). You can use it for the participants' selection but it is not mandatory (as we want to facilitate also the best practice exchange between us, the partners). This application form it contain important details that we help us preparing everything. The deadline for filling the participants' application forms is 25 August 2017.

## **PARTICIPANTS' PREPARATION**

The participants' preparations should be done at three main levels by the group leaders, after the selection process. This is why, it is very important that the group leaders to get in touch all the time with the participants and give them permanent support.

### Logistic preparations:

- First, the group leader should inform the participants about all the project's details.

- Second, he has to help them to establish all the logistic details regarding their travel to Portugal. This will include: travel plan, buying tickets, medical insurance, parental agreements for the underage participants, etc.
- He should also check if the participants understood all the details regarding the exchange.

#### Learning process:

The group leader should help the participants to establish their personal learning objectives. The group leader is also in charge with monitoring and evaluating participants' learning objectives. Is in charge with tasks sharing within the national group. They need to ensure that all the participants from their group are aware about the learning process and that the youth exchange is a learning experience.

#### Social and cultural level:

The group leaders should know the young people from his group and to facilitate the cooperation, dialogue and team building within the national groups before the youth exchange. They have to promote tolerance and solidarity within their groups and to inform the participants about the cultural differences, the cultural context within the project will be held, but also about the group rules.

### **INTERNATIONAL TRAVEL**

Travel from Poland to Portugal will be by plane, from Warsaw to Porto, then by bus to Vila Verde. AE Moure e Ribeira do Neiva will be responsible for buying the plane tickets for Polish group. Portuguese participants will travel only by bus (local transportation).

### **ACCOMMODATION, FOOD AND TRAVEL COSTS**

Accommodation and food are 100% covered by Erasmus+ Program. You will stay in tents (Portuguese Scouts courtesy). You can find more about the place we will stay (Parque Campismo Rural de Aboim da Nóbrega ) on their website <http://campismoaboim.atahca.pt/> and Facebook <https://www.facebook.com/parquecampismo.aboimdanobrega/> .

The food and coffee breaks and/or snacks are 100% covered by Erasmus+ Programme. There will be three meals per day (breakfast, lunch and dinner) and the needed coffee breaks and/or snacks per day. On the arrival day (06/09) it is included just the dinner and on the departure day (12/09) it is included only breakfast.

It is very important to tell us if you have any allergies or if is there something that you do not eat, if you are vegetarian, have a diet, etc. This is why please fill out carefully the application form and do not forget to send it to us before 25th of August 2017.

Travel costs are budgeted according to Erasmus+ conditions (using the distance calculator from the city where your sending organization it is registered to the city where the project will take place):

A1	YOUTH-EXCH-P - Youth Exchanges - Programme Countries	1	Poland	Portugal	2000 - 2999 km	360.00
----	--	---	--------	----------	----------------	--------

Please bring all the travel documents with you during the Youth Exchange:

All boarding passes. The return boarding passes can be send after the project, by post.

### European Health Insurance Card:

We recommend that you have your European Health Insurance Card before coming for your staying in Portugal. The medical help might be expensive here if you do not have it.

It is a free card that gives you access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries, Iceland, Liechtenstein, Norway and Switzerland, under the same conditions and at the same cost (free in some countries) as people insured in that country.

Cards are issued by your national health insurance provider: <http://www.nfz.gov.pl/dla-pacjenta/zalatw-sprawo-krok-po-kroku/jak-wyrobc-karte-ekuz/>

#### Important – the European Health Insurance Card:

- *is not an alternative to travel insurance. It does not cover any private healthcare or costs such as a return flight to your home country or lost/stolen property,*
- *does not cover your costs if you are traveling for the express purpose of obtaining medical treatment,*
- *does not guarantee free services. As each country's healthcare system is different services that cost nothing at home might not be free in another country.*

## **DISSEMINATION ACTIVITIES**

Before the Youth exchange - you should promote the project on your Facebook page, website or other communication own dissemination channels. We will send you soon the official poster of the project and the information you already have it here.

During the Youth exchange - you should upload photos from the activities on your Facebook page or on other social networks or dissemination channels.

After the Youth exchange - you should write an article (a small report) and publish it on your blog, site or other dissemination channels (as newspapers, etc.), but also to organize a dissemination activity (conference or meeting with other young people) where you will present the project results.

It is very important that the young participants to be involved in the dissemination activities after the youth exchange. Also, you should send us proofs (pictures or links) and a small report (what happened, when happened, where happened and who participated) with your dissemination activities. Deadline: 1st of November 2017

## **EVALUATION ACTIVITIES**

For a good implementation of the project, but also for developing best practices in youth working and youth projects, your feedback counts for us.

This why, during the entire project, there will be more evaluation phases (Before the YE, After the YE, Final evaluation) when you will be asked to fill in evaluation questionnaires or we will have Skype meetings to discuss about the project implementation.

Of course, anytime you would like, your feedback it is more than appreciated, so do not hesitate to give us every your suggestions or why not your appreciation.

## CONTACT DETAILS

Dear friends,

My name is Paulo Antunes and I am project's coordinator in your host organization. First of all, I want to wish you a warm WELCOME in our project "Launching entrepreneurship with local heritage". During the implementation of the entire project I will try to do my best and give you all the support in the preparation, implementation and dissemination of the project.

If you have any questions, please do not hesitate to contact me.

We are looking forward to meet you!

Best regards,

Paulo Antunes

**E-mail address:** pauloantunes@aemoure.edu.pt

**Phone number:** +351932093335 / +351969280278

**Website:** <http://aemourerneiva.ccems.pt/>

**Facebook:** <https://www.facebook.com/agrupamento.escolasdemoure>

**Post address:**

Agrupamento de Escolas de Moure e Ribeira do Neiva

Rua Prof. Amaro Arantes (Lugar da Ribeira)

Moure

4730-303 Vila Verde - PORTUGAL

**Project's Facebook Group Link:**

<https://www.facebook.com/groups/206438266553846/>

## DOWNLOADS

1. *Select the Google Docs link*
2. *In the new tab select "File"*
3. *In this menu select "Transfer as Word Doc"*
4. *Fill the form and save it in Word*
5. *Print and sign*
6. *Scan document(s) and send to the following emails:*

[pauloantunes@aemoure.edu.pt](mailto:pauloantunes@aemoure.edu.pt) or [adam.kazimierczak@ecm.edu.pl](mailto:adam.kazimierczak@ecm.edu.pl)

### [Participants application form](#)

Deadline: 25 August 2017

### [Group leaders application form](#)

Deadline: 25 August 2017

[Parental Agreement](#) – for participants under 18 years (the agreement must to be signed and printed and the participant must bring the form in original).